SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 08/16/16   CLOSING DATE: 08/23/16 (4:30 PM)

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SCDC INTERNAL TITLE: ASST CHIEF - REGION 2   SCDC POSITION #: 012242

HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: 02 WORK TIME: 0800 AM - 0400 PM

LOCATION: POLICE SERVICES, COLUMBIA (RICHLAND)

STATE JOB TITLE: LAW ENFORCEMENT OFC IV   STATE JOB CLASS: JC40

PAY BAND/LEVEL: 07 B

BAND: 07   SALARY RANGE $ 048622 - $ 089956   SPECIAL INCENTIVE: NO

HIRING SALARY RANGE: $ 050571 - $ 058852 SCEIS POSITION #: 61016565

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MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND EXPERIENCE PERFORMING PATROL OR
INVESTIGATIVE DUTIES WITH A PUBLIC LAW ENFORCEMENT AGENCY.
(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE
HUMAN RESOURCES). A BACHELOR'S DEGREE AND FOUR (4) YEARS LAW
ENFORCEMENT/INVESTIGATIVE EXPERIENCE; OR AN ASSOCIATE'S DEGREE AND
SIX (6) YEARS LAW ENFORCEMENT/INVESTIGATIVE EXPERIENCE; OR A HIGH
SCHOOL DIPLOMA AND EIGHT (8) YEARS LAW ENFORCEMENT/INVESTIGATIVE
EXPERIENCE. MUST CURRENTLY BE A CLASS 1 LEO.

DESCRIPTION OF DUTIES:

REPORTS DIRECTLY TO THE CHIEF OF ENFORCEMENT IN THE SCDC'S OFFICE
OF INSPECTOR GENERAL. FUNCTIONS AS THE ASSISTANT CHIEF OF REGION.
REVIEWS ALL INVESTIGATIVE REPORTS UPON SUBMISSION AND ENSURES THAT
REPORTS HAVE BEEN COMPLETED TIMELY AND PROPER TECHNIQUES FOLLOWED.
SUPERVISES DAY-TO-DAY THE AGENTS WITHIN REGION. PERFORMS OTHER
INVESTIGATIVE AND ADMINISTRATIVE RELATED DUTIES AS ASSIGNED. SUPPORTS
THE CHIEF OF ENFORCEMENT WITH INCIDENT COMMAND SYSTEM PROCEDURES AND
LIAISONS WITH OTHER UNITS IN THE EVENT OF AN INCIDENT. ASSIST IN
MONITORING THE INMATE TELEPHONE SYSTEM WITHIN THE AGENCY. ASSISTS WITH
TRAINING PROGRAMS, INTERVIEW BOARDS AND COMMITTEES. PERFORMS DUTIES AS
A COMMISSIONED LAW ENFORCEMENT OFFICERWHEN REQUIRED AND AS NEEDED.
MUST RESIDE IN OCONEE, PICKENS, GREENVILLE, SPARTANBURG, CHEROKEE,
YORK, ANDERSON, UNION, CHESTER,LANCASTER, CHESTERFIELD, ABBEVILLE,
LAURENS, MCCORMICK, GREENWOOD, NEWBERRY, FAIRFIELD, KERSHAW, EDGEFIELD
OR SALUDA COUNTY.